



SPONSORSHIP PROGRAM

The UChicago Medicine Ingalls Memorial (Ingalls) is committed to improving the health of residents throughout the South Suburbs of Cook County as outlined in its [2016 Community Health Needs Assessment Strategic Implementation Plan](#). In addition to providing exceptional medical care, the Ingalls collaborates with organizations that are committed to making a difference in their communities.

What is a sponsorship? A sponsorship is funding provided by Ingalls to support an event or fundraiser. If your organization is seeking funding for programmatic activities, please see our section on Community Impact Grant program.

Priority consideration is given to those sponsorships that are in line with our health priority areas: access to healthcare services, heart disease and stroke, cancer care, nutrition, physical activity and weight, and infant health and family planning.

ELIGIBILITY

- Complete the Sponsorship Application.
- Provide services to all regardless of race, religion, sex, age, disability, national origin or sexual orientation.

DEADLINE

All applications must be submitted by **November 2, 2018**. Applicants will receive written notification of receipt of application. Applicants will receive written notification of decisions made by the Committee.

Funding will be awarded based on availability of funds.

SPONSORSHIP GUIDELINES

Please read the guidelines outlined below prior to submitting your application. Should your event be sponsored by the Ingalls, strict adherence to these guidelines is expected.



1. Tax Verification Letter:

All sponsorship recipients must provide Ingalls with a written tax verification letter within 30 days of the date of your sponsored event. A tax verification letter informs Ingalls of the amount of sponsoring dollars that is deductible under current tax law as well as specific health/issue area that Ingalls funds are contributing towards.

2. Branding:

All sponsorship recipients must abide by the following branding guidelines of the Ingalls, should your event use printed or online materials:

- a. Please refer to Ingalls as “UChicago Medicine Ingalls Memorial” in all materials related to your event or program.
- b. Display **approved** Ingalls’s logo on printed materials and internet sites that advertise event or program.
 - UChicago Medicine Ingalls Memorial will provide your organization with the appropriate logo.
 - All promotional materials using the UChicago Medicine Ingalls Memorial logo must be approved by UChicago Medicine Ingalls Memorial Marketing Communications before distribution.



SPONSORSHIP APPLICATION

APPLICANT INFORMATION	
Name of Organization:	Tax ID:
Mailing Address, City, State, Zip:	Tax Status:
Contact Person:	Title:
Phone/Fax:	Email:
Submission Date:	
Name of Event:	
Date of Event:	
Organization's Website Address:	
<i>Summarize the mission of your organization:</i>	
<i>Briefly describe the purpose of your request:</i>	
<i>Amount requested:</i>	
<i>Please describe what the requested level of sponsorship of your event includes. Please also include information on other levels of sponsorship available as well as any program book/other deadlines:</i>	



<p><i>Total number of persons expected:</i></p>
<p><i>How will this event be promoted?</i></p>
<p><i>What other organizations are currently sponsoring or being asked to sponsor your event?</i></p>
<p><i>Has your organization contacted other departments, schools or affiliates of the UChicago Medicine Ingalls Memorial to sponsor this event? If yes, please list them.</i></p>

Please return this completed form to <mailto:communitybenefit@ingalls.org>.